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| **College:** | | | Choose an item. | | | | | | | | | | | | |
| **Department/School:** | | | Choose an item. | | | | | | | | | | | | |
| **Person Submitting Initial Request:** | | | Click or tap here to enter name. | | | | | | | | | | | | |
| **Effective Catalog Year: (e.g.: 2023-2024)** | | | Click or tap here to enter text. | | | | | | | | | | | | |
| **First Semester Offered:  (e.g.: Fall 2023, Spring 2024, Sum1 2024, etc.)** | | | Click or tap here to enter text. | | | | | | | | | | | | |
| **Course Prefix / Number / Title:** | | | Enter prefix, number and title (7 words or less). | | | | | | | | | | | | |
| **Abbreviated Title:** | | | **Suggest an abbreviated title (no periods, 20 characters or less including spaces).**  Click or tap here to enter text. | | | | | | | | | | | | |
| **Course Type:** | | | Choose an item. | | | | | | | | | | | | |
| **TX Common Course #:** | | | Click or tap here to enter text. (see [tccns.org](https://tccns.org/)) | | | | | | | | | | | | |
| **Hours:** | | | Click here SCH | | | | Click here Lecture | | | | | | Click here Lab | | |
| **Implication to Major:** | | | Required (submit *Program Change Request*)  Elective  University Core (submit *Core Curriculum Request*)  Other | | | | | | | | | | | | |
| **Important notes:**   * **Once the ‘New Course Request’ has been approved by the University Curriculum Committee and Provost, please contact Academic Digital Marketing (ADM) to update any college or department websites.** | | | | | | | | | | | | | | | |
| **Catalog Description**  (Use 50 words or less, preferably as few as possible.) | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Prerequisites** | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Course Delivery**  (Choose all that apply.) | | | | | | | | | | | | | | | |
| Face-to-face | | Hybrid | | | | | | Online | | | | | | Other | |
| Explain “other” type of delivery. | | | | | | | | | | | | | | | |
| **Additional Course Information** | | | | | | | | | | | | | | | |
| Check all attributes that apply to this course. | | | | | | | | | | | | | | | |
| auditable | pass/fail | | HAZ (lab safety training required) | | | | | | | | | | | | |
| been taught before | repeatable for credit (provide details in description) | | | | | | | | | | | | | | |
| When will this course first be offered? | | | | Choose a term. | | | | | | | Enter year. | | | | |
| What is the anticipated enrollment? | | | | Click here | | | | | | | | | | | |
| Check all terms this course will typically be offered. | | | | | | FA  DEC  SP  MAY  SU1  SU2 | | | | | | | | | |
| Check the yearly cycles(s) this course will typically be offered. | | | | | | | | | | All  Odd  Even | | | | | |
| Check the modality that this course is typically offered. | | | | | | | | | Only Online  Only Face-to-Face  Both and/or Hybrid | | | | | | |
| Does the course require the use of hazardous chemicals and/or equipment?  (If the answer is ‘no’, please mark N/A on the next question.) | | | | | | | | | Yes | | | No | | |  |
| Has the course been marked as (HAZ)? | | | | | | | | | Yes, it is | | | No, but it needs | | | N/A |
| List WT course(s) being duplicated by this course. | | | | | Click or tap here to enter text. | | | | | | | | | | |
| Check if the class is  stacked or  cross listed. (Choose all that apply; list courses below.) | | | | | | | | | | | | | | | |
| Existing Courses(s): List courses here.. | | | | | | | | New Courses(s): List courses here. | | | | | | | |
| **Explanation/Justification**  Provide a brief explanation of the request and specify assessment findings (learning and/or strategic) that support the need for this request. | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Other Department(s) Affected by this Request**  Confirm contact of and approval by other departments. | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Implications to Budget**  Describe additional personnel (faculty/staff), space, equipment/supplies, library, and IT needs as appropriate. | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | |

**Course Syllabus Information**

Enter the critical components of the course syllabus in the areas below. The course will not be considered for approval if the syllabus information is not included or is incomplete.

|  |
| --- |
| **Course Prefix, Number, and Title** |
| Click or tap here to enter text. |
| **Provide a description of the course content**. |
| Click or tap here to enter text. |
| **List measureable student learning objectives/outcomes**. |
| Click or tap here to enter text. |
| **List and briefly describe major assignments.** |
| Click or tap here to enter text. |
| **List major assessments**. |
| Click or tap here to enter text. |
| **List required or recommended textbook(s)/course materials.** |
| Click or tap here to enter text. |
| **Provide standards of enrichment for stacked 5000-level courses**. |
| Click or tap here to enter text. |